



PLYMOUTH, CONNECTICUT  
 DEPARTMENT OF PUBLIC WORKS  
 80 MAIN ST., TERRYVILLE, CT 06786  
 Phone: (860) 585-4030 Fax: (860) 585-4067

**PERMIT #**

PERMIT FEE \$ \_\_\_\_\_

## EXCAVATION APPLICATION AND PERMIT

<b>EXCAVATION LOCATION</b>	
<b>PURPOSE OF EXCAVATION:</b>	
<b>"CALL BEFORE YOU DIG" NO.</b>	
<b>STARTING DATE</b>	<b>ENDING DATE</b>

**PROPERTY OWNER**

PROPERTY OWNER	PHONE #
MAILING ADDRESS	FAX #

**APPLICANT INFORMATION/CONTRACT PERSON**

APPLICANT/CONTACT PERSON	PHONE #
MAILING ADDRESS	FAX #
ROAD OPENING/DRIVEWAY BOND*	CERTIFICATED OF INSURANCE*
*AMT: \$ _____ EXP. DATE: _____	EXP. DATE: _____

\*Not Required for Public Utilities

This permit is good for only 60 days from date hereof. If the work specific herein is not completed within that time period, this permit may be extended for an additional 60 days upon application to this office. The undersigned hereby agrees to conform to all the ordinances relating to the work herein contemplated; and to execute the same under the supervision of the Director of Public Works, or his agent, in a thoroughly workmanlike manner; also to become responsible to the Town of Plymouth for any and all damages that may result to said town would be liable by reason of the work herein contemplated or incident thereto; also if from any cause the Director of Public Works deems it necessary to do any work in restoring the street surface, curbs or sidewalks to a proper condition, he shall have the right to do so and the cost of such work shall be paid by me at the time permit is issued. The applicant further agrees to hold the Town of Plymouth harmless from any and all claims related to construction activities performed under this permit.

Signature \_\_\_\_\_ Date \_\_\_\_\_

(FOR OFFICE USE ONLY)

**Additional Notes and REQUIREMENTS / Inspection Log Information:**

**ATTACH ADDITIONAL INFORMATION TO PERMIT AS REQUIRED**

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SEE REVERSE FOR ADDITIONAL PERMIT REQUIREMENTS

Approved By: \_\_\_\_\_ Date \_\_\_\_\_

## INFORMATION TO OBTAIN A ROAD EXCAVATION PERMIT

- 1) Applicant must complete application and submit a "PLOT PLAN", or scaled drawing showing the following items:
  - a) Location and dimensions of the driveway in relation to the abutting property lines and street lines.
  - b) Location of all applicable utilities, i.e. storm drainage (Town, State or private), utility poles, fire hydrants, transformers...etc., that may be in conflict with the proposed driveway.
  - c) Location of any tree or shrubbery or structure (fence) that may be in conflict with the proposed excavation.
  - d) Provide a traffic control narrative along with signing patterns which shall be in accordance with the MUTCD
  - e) Permits are required for all excavations that exceed 6 inches in diameter and 2 feet in depth, including driveways, sprinkler installation, trees, fences, walls and other similar features.
- 2) Applicant must obtain a permit from the Town of Plymouth prior to the removal of any trees within the Town right-of-way.
- 3) Applicant must execute a Hold-Harmless Agreement and file it on the Land Records in the Town Clerks office prior to the installation of any apron not consisting of an asphalt material, ie; Belgium Block, brick, concrete, etc...
- 4) Minimum \$5,000 bond required. Over 1500 ft or over 500 sq. yards additional bond required.
- 5) Contractors must submit an insurance certificate to meet the Town of Plymouth's minimum requirements. The Town of Plymouth must be listed as additionally insured on all certificates. All policies will provide a 30-day notice of cancellation as well as a 10-day notice of any material change in the policies to the Director of Public Works. Certificates of Insurance will be on file with the Town before any work commences.
- 6) Minimum permit fee: \$25.00 (up to 25' in length, 5' wide maximum width. An additional \$1.00 per linear foot beyond 25' to include pipe installation
- 7) Road Repair Type & Thickness: (to existing type & thickness) or to Public Works requirements unless noted otherwise.
- 8) Driveway must conform to the requirements of the Town of Plymouth Public Works Requirements and Zoning Regulations. All Zoning Regulations must be complied with on all applicable projects. Zoning requires a 5 ft. side yard and a paved 10 ft. apron on all driveways.
- 9) Applicant is required to post the "House Number" to which this driveway serves and it must be displayed in a prominent location so to be seen at night by "Emergency Vehicles" and must be installed prior to final approvals.
- 10) If an applicant is proposing a driveway on to a private right-of-way the applicant must provide the Town of Plymouth with documented proof that the property has rights to use such right of way.
- 11) This permit must be kept on the grounds while work is being done under its authority, and must be shown upon request of any authorized person.
- 12) 48 Hour notice must be given to the Public Works Department prior to excavation (860) 585-4030. Work on Weekends and Town Holidays are NOT allowed unless prior approval has been obtained from the Public Works Department.
- 13) See Zoning regulations for driveway grade requirements.
- 14) PENALTIES FOR FAILURE TO OBTAIN A PERMIT PRIOR TO EXCAVATION – DOUBLE THE STANDARD FEE.
- 15) The authority to require this permit is from 14-26 to 14-36 of the Town of Plymouth code of ordinances.
- 16) All work must also conform to 14-79 to 14-81 of the Town of Plymouth code of ordinances regarding sightlines.